



22500 Salamo Road
West Linn, Oregon 97068
<http://westlinnoregon.gov>

WEST LINN CITY COUNCIL MEETING NOTES December 30, 2013

Call to Order & Pledge of Allegiance

Council Present:

Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, and Councilor Jenni Tan.

Staff Present:

City Manager Chris Jordan, Assistant City Manager Kirsten Wyatt, City Recorder Kathy Mollusky, and City Attorney Ron Guerra.

Approval of Agenda

Council President Mike Jones moved to approve the agenda for the December 30, 2013, West Linn City Council Meeting. Councilor Thomas Frank seconded the motion.

Ayes: Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, and Councilor Jenni Tan.

Nays: None.

The motion carried 5 - 0

[Business from the City Council](#)

Council Liaisons to Citizen Advisory Boards

City Council made the following liaison appointments to the Citizen Advisory Boards:

Mayor John Kovash - Historic Review Board and Planning Commission

Council President Mike Jones - Economic Development Committee, Public Safety Advisory Board, and Transportation Advisory Board. He will also be the alternate to Clackamas County Coordinating Committee.

Councilor Jody Carson - Audit Committee

Councilor Thomas Frank - Parks & Recreation Board and Sustainability Advisory Board

Councilor Jenni Tan - Library Board and Utility Advisory Board

Business Meeting

Agenda Bill 2013-12-30-01: Sale of Surplus City Real Property *Public Hearing*

[Agenda Bill](#)

[Staff Report](#)

City Manager Chris Jordan staff report.

Mayor John Kovash opened the public hearing.

Karie Oakes questioned if the property was purchased for \$1 through the County and if the property has to be used for a certain purpose.

City Manager Chris Jordan stated it was purchased through the Federal Government and the proceeds must be used for community development purposes. Council agrees the proceeds will be used for the expansion of the Adult Community Center.

Mayor John Kovash closed the public hearing.

Council President Mike Jones moved to approve the sale of the home at 1698 Dodge Way for \$205,000 and authorize the City Manager and City Attorney to execute all documents necessary to complete this transaction. Councilor Jody Carson seconded the motion.

Ayes: Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, and Councilor Jenni Tan.

Nays: None.

The motion carried 5 - 0

Agenda Bill 2013-12-30-02: Pacific Business Systems Contract Award

[Evidence Locker Information](#)

West Linn Police Station Project Manager Bob Galante staff report.

Council President Mike Jones inquired if both companies were given the option to provide a cost for used equipment.

Police Station Project Manager Bob Galante stated they were.

Councilor Jody Carson inquired if the police department was involved in this decision.

Police Station Project Manager Bob Galante stated the police have been very involved in the process.

Council President Mike Jones inquired if during the notification period, another business could come in and say they could do it for less.

Police Station Project Manager Bob Galante said another company could protest the process as prescribed in State Law.

Mayor John Kovash asked if this is a State or City process.

Police Station Project Manager Bob Galante stated it is both a City and State process. State law allows this process.

Council President Mike Jones moved to approve the exemption request and direct staff to advertise the City's intent to award a contract to Pacific Business Systems. If no protest is received, the City Manager is authorized to enter into the contract with Pacific Business Systems. Councilor Thomas Frank seconded the motion.

Ayes: Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, and Councilor Jenni Tan.

Nays: None.

The motion carried 5 - 0

[Agenda Bill 2013-12-30-03: Tree Protection Easement at 960 Dollar Street](#)

[Agenda Bill](#)

[Staff Report](#)

City Manager Chris Jordan staff report.

Council President Mike Jones asked the City Manager to explain why the City has tree conservation easements and why they are on these properties and not others. How is this supported?

City Manager Chris Jordan stated that under our Community Development Code (CDC), if the

arborist determines there are significant trees on the property, up to 20 percent of the land that is covered by the significant trees must be protected by dedication or a tree easement. These easements will be recorded by the County surveyor on the plat.

Councilor Jody Carson inquired if the homeowners are aware and in agreement with these tree easements.

City Manager Chris Jordan said the homeowners are aware, the applicant is required to record the easements. The City must sign the easements so they can be recorded or the plat will not be approved and development cannot move forward.

Councilor Jenni Tan stated her property is not very close, but is in this general area, does she need to disclose this?

City Attorney Ron Guerra stated if she did not receive a notice, she is not in the zone of concern.

Mayor John Kovash inquired if the easement is part of the deed and permanent.

City Manager Chris Jordan answered yes they are permanent. There is a method to have it removed, but it is complicated and complex.

Councilor Thomas Frank wanted to know if this was the first time this has been used, where easements needs to go to Council for approval.

City Manager Chris Jordan stated the County changed how they record. In the past, they did not record these, now the County has decided they can record these. Since it will be recorded, the authority resides with the Council.

Council President Mike Jones moved to approve the tree conservation easement at 960 Dollar Street and authorize the City Manager to sign it. Councilor Jody Carson seconded the motion.

Ayes: Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, and Councilor Jenni Tan.

Nays: None.

The motion carried 5 - 0

[Agenda Bill 2013-12-30-04: Tree Protection Easement on Bland Circle Development](#)

[Agenda Bill](#)

[Staff Report](#)

Council President Mike Jones moved to approve the tree conservation easement on Bland Circle and authorize the City Manager to sign it. Councilor Jody Carson seconded the motion.

Ayes: Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, and Councilor Jenni Tan.

Nays: None.

The motion carried 5 - 0

Sustainability Advisory Board Appointment

Mayor John Kovash added Sustainability Advisory Board appointment of Bill Hohensee to the agenda.

Council President Mike Jones moved to approve the appointment of Bill Hohensee to the Sustainability Advisory Board. Councilor Thomas Frank seconded the motion.

Ayes: Mayor John Kovash, Council President Mike Jones, Councilor Jody Carson, Councilor Thomas Frank, and Councilor Jenni Tan.

Nays: None.

The motion carried 5 - 0

Adjourn to Executive Session

City Manager Chris Jordan read the script to go into Executive Session under ORS 192.660(2)(f) To consider information or records that are exempt by law from public inspection and ORS 192.660(2)(i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.